

**2025 Bi-Weekly Payroll Processing Schedule**

	Pay Day	Pay Period Beginning	Pay Period End	Garnishment Cut Off	Certification Due Date	Posting Date	Holidays
1	<b>01/08/25</b>	<b>12/16/24</b>	<b>12/29/24</b>	<b>12/31/24</b>	<b>01/03/25</b>	<b>01/06/25</b>	Christmas Day - 12/25/24 <b>CERTIFICATION DUE BY 1 PM</b>
2	<b>01/22/25</b>	<b>12/30/24</b>	<b>01/12/25</b>	<b>01/14/25</b>	<b>01/16/25</b>	<b>01/17/25</b>	New Years Day - 1/1/25
3	<b>02/05/25</b>	<b>01/13/25</b>	<b>01/26/25</b>	<b>01/28/25</b>	<b>01/30/25</b>	<b>01/31/25</b>	MLK Day - 1/20/25
4	<b>02/19/25</b>	<b>01/27/25</b>	<b>02/09/25</b>	<b>02/11/25</b>	<b>02/13/25</b>	<b>02/14/25</b>	
5	<b>03/05/25</b>	<b>02/10/25</b>	<b>02/23/25</b>	<b>02/25/25</b>	<b>02/27/25</b>	<b>02/28/25</b>	President's Day - 2/17/25
6	<b>03/19/25</b>	<b>02/24/25</b>	<b>03/09/25</b>	<b>03/11/25</b>	<b>03/13/25</b>	<b>03/14/25</b>	
7	<b>04/02/25</b>	<b>03/10/25</b>	<b>03/23/25</b>	<b>03/25/25</b>	<b>03/27/25</b>	<b>03/28/25</b>	
8	<b>04/16/25</b>	<b>03/24/25</b>	<b>04/06/25</b>	<b>04/08/25</b>	<b>04/10/25</b>	<b>04/11/25</b>	
9	<b>04/30/25</b>	<b>04/07/25</b>	<b>04/20/25</b>	<b>04/22/25</b>	<b>04/24/25</b>	<b>04/28/25</b>	<b>CERTIFICATION DUE BY 1 PM</b>
10	<b>05/14/25</b>	<b>04/21/25</b>	<b>05/04/25</b>	<b>05/06/25</b>	<b>05/08/25</b>	<b>05/09/25</b>	Arbor Day - 4/25/25
11	<b>05/28/25</b>	<b>05/05/25</b>	<b>05/18/25</b>	<b>05/20/25</b>	<b>05/22/25</b>	<b>05/23/25</b>	
12	<b>06/11/25</b>	<b>05/19/25</b>	<b>06/01/25</b>	<b>06/03/25</b>	<b>06/05/25</b>	<b>06/06/25</b>	Memorial Day - 5/26/25
13	<b>06/25/25</b>	<b>06/02/25</b>	<b>06/15/25</b>	<b>06/17/25</b>	<b>06/20/25</b>	<b>06/23/25</b>	<b>CERTIFICATION DUE BY 1 PM</b>
14	<b>07/09/25</b>	<b>06/16/25</b>	<b>06/29/25</b>	<b>07/01/25</b>	<b>07/03/25</b>	<b>07/07/25</b>	Juneteenth - 6/19/25 <b>CERTIFICATION DUE BY 1 PM</b>
15	<b>07/23/25</b>	<b>06/30/25</b>	<b>07/13/25</b>	<b>07/15/25</b>	<b>07/17/25</b>	<b>07/18/25</b>	4th of July - 7/4/25
16	<b>08/06/25</b>	<b>07/14/25</b>	<b>07/27/25</b>	<b>07/29/25</b>	<b>07/31/25</b>	<b>08/01/25</b>	
17	<b>08/20/25</b>	<b>07/28/25</b>	<b>08/10/25</b>	<b>08/12/25</b>	<b>08/14/25</b>	<b>08/15/25</b>	
18	<b>09/03/25</b>	<b>08/11/25</b>	<b>08/24/25</b>	<b>08/26/25</b>	<b>08/28/25</b>	<b>08/29/25</b>	
19	<b>09/17/25</b>	<b>08/25/25</b>	<b>09/07/25</b>	<b>09/09/25</b>	<b>09/11/25</b>	<b>09/12/25</b>	Labor Day - 9/1/25
20	<b>10/01/25</b>	<b>09/08/25</b>	<b>09/21/25</b>	<b>09/23/25</b>	<b>09/25/25</b>	<b>09/26/25</b>	
21	<b>10/15/25</b>	<b>09/22/25</b>	<b>10/05/25</b>	<b>10/07/25</b>	<b>10/09/25</b>	<b>10/10/25</b>	
22	<b>10/29/25</b>	<b>10/06/25</b>	<b>10/19/25</b>	<b>10/21/25</b>	<b>10/23/25</b>	<b>10/24/25</b>	Columbus Day - 10/13/25
23	<b>11/12/25</b>	<b>10/20/25</b>	<b>11/02/25</b>	<b>11/04/25</b>	<b>11/06/25</b>	<b>11/07/25</b>	
24	<b>11/26/25</b>	<b>11/03/25</b>	<b>11/16/25</b>	<b>11/18/25</b>	<b>11/20/25</b>	<b>11/21/25</b>	Veterans Day - 11/11/25
25	<b>12/10/25</b>	<b>11/17/25</b>	<b>11/30/25</b>	<b>12/02/25</b>	<b>12/04/25</b>	<b>12/05/25</b>	Thanksgiving Day and Day After - 11/27/25 & 11/28/25
26	<b>12/24/25</b>	<b>12/01/25</b>	<b>12/14/25</b>	<b>12/16/25</b>	<b>12/18/25</b>	<b>12/19/25</b>	

Please note that B09 and B22 are the 3rd Payroll of that month  
 Unless noted differently, all certifications are due by 3 PM